



City of Beverly
Community Preservation Committee
Planning Department
191 Cabot Street, City Hall
Beverly, MA 01915
(978) 921-6000 ext. 2343 (978) 921-6187 (Fax)

2014 CPA PROJECT FUNDING APPLICATION

Project Description Form

Application and supporting materials must be submitted by May 1, 2014

Project Title: Lynch Park Restrooms
Project Location/Address: 55 Ober Street, Beverly, MA 01915
Date: April 28, 2014

Name of Applicant: Mayor Michael P. Cahill
Organization: City of Beverly
Contact Person: Bruce Doig, Beverly Recreation Dept.
Mailing Address: 55 Ober Street
Telephone #: (978) 921-6067
Fax#: (978) 927-1386
Email Address: bdoig@beverlyma.gov

If Different From the Applicant:
Name of Owner: City of Beverly
Mailing Address: 191 Cabot Street
Telephone #: (978) 921-6000
Fax#: (978)
Email Address: mayorcahill@beverlyma.gov

- CPA Funding Requested: \$50,000 Total Project Cost: \$200,000
- Please circle all CPA Categories to which this project applies (more than one may apply):
 - Open Space
 - Historic Preservation
 - Community Housing
 - Recreation**

PLEASE ATTACH THE FOLLOWING SUPPORTING INFORMATION AND DOCUMENTATION:
Please type all responses and indicate item number

- Applicant/Organization Background:** Please provide a brief description of your or the organization's profile and project history. Explain your ability and capacity to undertake and successfully execute the project.
- Project Narrative:** Please provide a thorough description of the project and goals it will achieve. In addition, please address the following items in your narrative, which should not exceed 5 typed pages:
 - Community Need:** Describe what community preservation need this project serves and how the project meets the General and Category Specific Evaluation Criteria as established by the CPC. Please address specific CPC criteria and the definitions listed on the Allowable Uses Chart when answering this question.

- b. **Feasibility:** List and explain all further actions or steps that will be required for completion of the project (i.e. 21E environmental assessments; zoning, planning board, conservation commission permits and approvals; easements or restrictions; subordination agreements etc...).
 - c. **Maintenance & Long Term Preservation:** If on-going maintenance and upkeep is required, please describe how this will be accomplished. Explain specific guarantees that will assure long-term preservation of the project.
 - d. **Maps & Visual Materials:** Please include plans, maps and other visual aids to help describe the project (i.e. USGS topographic map, assessors map, GIS/aerial photo maps, photographs, renderings or design plans etc...).
- 3. **Budget:** Please fill out the attached Budget Form. Please indicate which expenses CPA will directly fund. Attach supporting documentation as appropriate.
- 4. **Project Schedule:** Please fill out the attached Project Schedule Form. Explain each step of the project, time to accomplish the various steps, milestones and project completion date.
- 5. If applicable and appropriate, additional information or supporting documentation should also be attached, including but not limited to:
 - a. Natural resource features
 - b. Proof of site control, or plan to obtain control such as Purchase and Sale Agreement, option or deed
 - c. For historic properties or artifacts, a Determination of Historic Significance by the Beverly Historic District Commission
 - d. Historic structure report or existing conditions report
 - e. Letters of support sufficient to document clear endorsement by community members and groups, and where appropriate, by municipal boards, committees, commissions and departments
 - f. Letters from project partners and/or other funding sources
 - g. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed
 - h. Any other information useful to the Committee in considering the project

I certify, under the pains and penalties of perjury, that the information set forth in this application is true and complete to the best of my knowledge.

Applicant's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____
(If Different From Applicant)

**SUPPORTING INFORMATION AND DOCUMENTATION FOR
COMMUNITY PRESERVATION COMMITTEE
Lynch Park Public Restrooms – Beverly Recreation Department**

1. Applicant/Organization Background:

The Beverly Recreation Department is responsible for providing a diverse range of recreational opportunities to the residents of Beverly as well as many non-residents. We are dedicated to providing active and passive recreation through the use and enjoyment of the city's extensive natural land, parks and coastal resources. We develop, promote and oversee year-round programs and activities to stimulate good health, lifelong learning and a sense of community among our citizens and nonresident visitors. Beverly Recreation is dedicated to meeting the diverse needs of all ages of its residents, including the preservation and maintenance of open space.

The Beverly Recreation Department has been involved in many projects over the past 15 years, including the ongoing renovation of the Carriage House at Lynch Park, creation of the Paddles' Park Dog Park, reconstruction of the bathhouse at Obear Park, numerous field renovations and playground construction projects throughout Beverly. By working with the Department of Public Services, private vendors and contractors and City Hall, we have been able to complete many projects in a timely manner and within budget.

This project has the full support of Mayor Cahill's office, the Beverly Parks & Recreation Commission and many other city officials and citizens of Beverly.

2. Project Narrative:

This project involves the creation of new public restrooms at Lynch Park, 55 Ober Street, Beverly, MA. Lynch Park is the largest park in Beverly and serves a very large group of citizens and non-residents year round. The bathrooms at Lynch Park are open from April until October when the weather allows.

The existing bathrooms are about 25 years old and are constructed of wooden walls. The layout of the building includes 4 stalls in the women's bathroom, 1 stall and 3 urinals in the men's bathroom and 1 unisex ADA compliant bathroom. This configuration does not meet current ADA requirements since there are not separate male and female ADA compliant bathrooms. In addition, because of the wooden construction, the moisture and odors from many years of use have seeped into the walls and floors and make it impossible to clean the bathrooms well enough to eliminate odors and make them appear clean. Users often complain that the bathrooms are dirty, even if they were recently cleaned thoroughly. The floors are bare concrete and were never sealed with paint or tile, which has allowed many years of dirt and moisture to stain the floors and soak up odors. Even cleaning with bleach does not remove the stains or eliminate the odors.

The new restroom building will provide adequate bathroom facilities for people of all abilities. It will be a prefabricated concrete building with 4 stalls in each bathroom, 1-2 family changing bathrooms and storage for supplies. All walls and floors in the new building will be sealed with waterproof paint that will keep the bathrooms clean and make the maintenance of the building easier in the future. The bathrooms will be ADA compliant and will provide a much better experience for all users of Lynch Park. Since

many users come from outside of Beverly, this new building will present a much nicer image of the City of Beverly while families and groups are enjoying the park.

2.a. Community Need:

Because Lynch Park is so heavily used, especially during the warmer months when the outside bathrooms are available to the public, the new restroom building in the park is needed to provide adequate bathroom facilities that meet all ADA requirements. The existing bathrooms are inadequate, difficult to keep clean and not ADA compliant.

This project will greatly enhance the park experience for citizens of Beverly and many non-residents and families. In addition, many large school and camp groups from around the area come to Lynch Park for field trips every spring and summer and will benefit from these new facilities.

The Beverly Recreation Department operates four summer day camps at Lynch Park with about 130 children in each camp session. Also, we bus children from all 13 of our staffed parks throughout Beverly to Lynch Park every Thursday in the summer for our weekly theme-based special events. These special events average about 350 park and camp children each week.

Each Sunday during the summer the Recreation Department sponsors an evening concert series at Lynch Park, with hundreds of attendees from all over the North Shore, including many individuals, families and senior citizens. Each concert is followed by a movie, with many young families staying at the park until later in the evening.

During the week of Beverly Homecoming (August 1, 2014 to August 10, 2014), there are many events that draw thousands of attendees of all ages each year. These events include Tiny Tykes Day, Bicycle Rodeo, Ice Cream Social, Lip Sync Extravaganza, Lobster Fest, Senior Day in the Park and the Grand Finale Fireworks.

For all of these events and general public usage, the new restroom facilities will be critical to providing a sanitary location for users of all ages and abilities.

This project meets several General Evaluation Criteria including leveraging additional funds by allowing us to receive funds from the David S. Lynch Trustees to cover a major portion of the cost of the new restroom building. The Lynch Trustees have agreed to commit up to \$150,000 towards this new building. Additional CPA funding will allow us to install restrooms with more capacity, including family changing areas, which will expand the level of service we currently provide to our visitors.

The benefit to the community will be significant since thousands of park visitors each year will be able to use restrooms that are more sanitary and accessible.

Several municipal boards and departments have endorsed this project. In addition, there is broad support for this project throughout the community. Several complaints regarding the bathrooms have been received in recent years and many people have contacted public officials about improving these facilities.

Several evaluation criteria for Recreation are met by this project by expanding universal access to recreational opportunities by allowing more people to take advantage of programs and activities at Lynch Park knowing that they will have the convenience of

clean, ADA compliant restroom facilities. A significant number of residents will be served via this new building. This project would definitely meet a recreational need not adequately met at this time at Lynch Park. Creating ADA compliant bathrooms, family changing areas and improved outdoor showers will greatly enhance the experience for families and individuals using Lynch Park.

2.b. Feasibility:

This project is highly feasible and can be completed easily using Department of Public Services resources to prep the site and a prefabricated building delivered and installed on site with little impact to the park or neighborhood. This project can be completed on time in the fall of 2014 and be ready for use in the spring of 2015. There are no site issues that would prevent this building from being built and no special permits or approvals are required other than a City of Beverly building permit.

2.c. Maintenance & Long Term Preservation:

The Recreation Department will be planning and budgeting for ongoing maintenance, cleaning and upkeep of this building to keep it in excellent condition for many years. The design and construction of the building will help make the cleaning and maintenance much easier than with the current building. A maintenance budget will be developed for the building and the Recreation Department will work with the Department of Public Services to ensure the upkeep of the building meets all of the needs for public access and operation of the facilities.

Ongoing maintenance of the building will include regular cleaning and painting as needed, plumbing and electrical repairs and upgrades as needed. Recreation Department staff, Department of Public Services Maintenance staff and private contractors and vendors will complete ongoing maintenance of this building.

The construction of this building also limits the potential for vandalism. Damage to the building and fixtures, due to vandalism, has created the largest need for maintenance in the past. The concrete construction and new fixtures will minimize the potential for vandalism and the need for additional maintenance.

2.d. Maps & Visual Materials: *Please see attached sample restroom building plan.*

3. Budget: *Please see the attached Project Budget Form.*

4. Project Schedule: *Please see the attached Project Schedule Form.*

5. Additional Information:



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2014 CPA PROJECT FUNDING APPLICATION

Project Budget Form

- Project Title: **Lynch Park Restrooms**
- Applicant Contact Information:
Contact Person: **Bruce Doig**
Organization: **Beverly Recreation Department**

SOURCES OF FUNDING		
Source	Amount	Percentage of Total Budget
Community Preservation Act Fund	\$50,000	25%
DCS PARC Grant	\$150,000	75%
Total Project Funding	\$200,000	

ITEMIZED PROJECT EXPENSES		
Expense	Amount	To Be Funded by CPA? Y/N <small>*Please refer to DOR's Allowable Uses Chart</small>
Site Prep (Demolition, Concrete slab, Utilities installed)	\$30,000	No
Prefabricated Concrete Restrooms (Delivered and Installed)	\$170,000	Yes (Partial)
Total Project Expenses	\$200,000	

*If the project is a community housing project, please submit a development budget and a sources and uses budget. Also, home ownership projects shall include an affordability analysis, and housing rental projects shall include a five-year operating budget.

Please feel free to photocopy or recreate this form if more room is needed.



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2014 CPA PROJECT FUNDING APPLICATION

Project Schedule Form

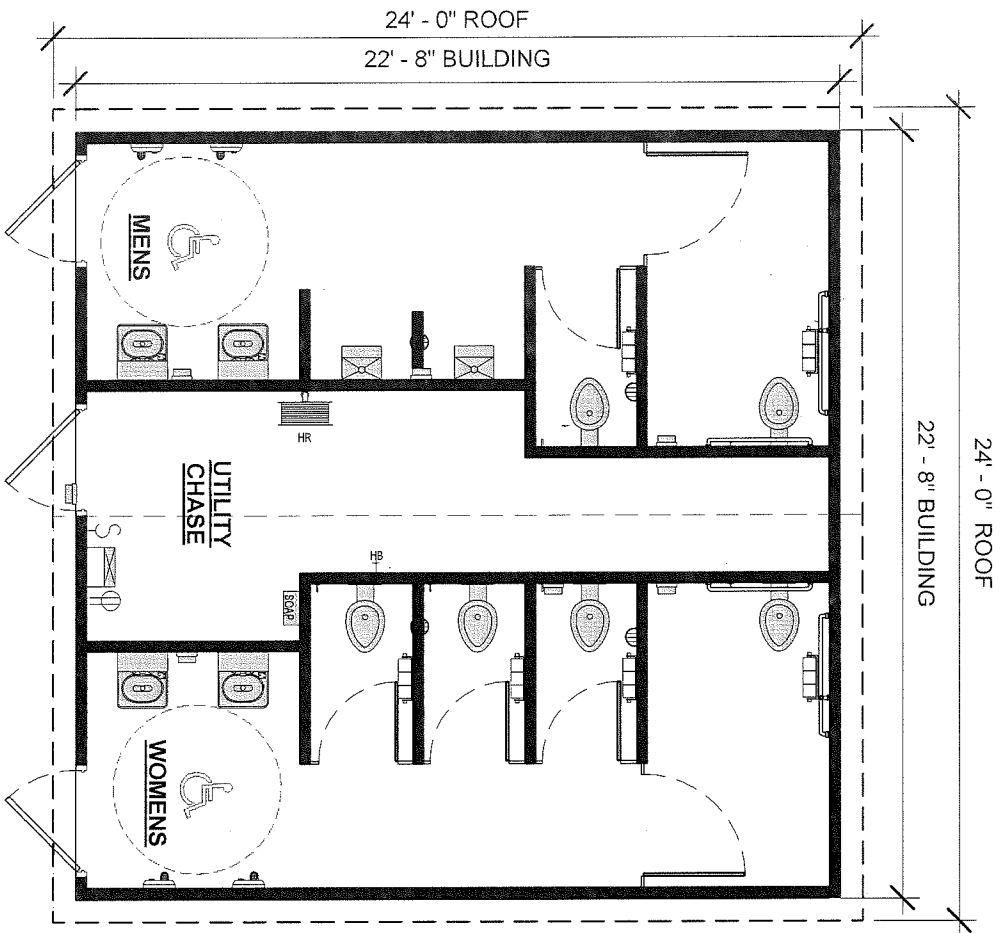
- Project Title: **Lynch Park Restrooms**
- Applicant Contact Information:
Contact Person: **Bruce Doig**
Organization: **Beverly Recreation Department**

Please provide a project timeline below and describe the various activities, noting all project milestones.

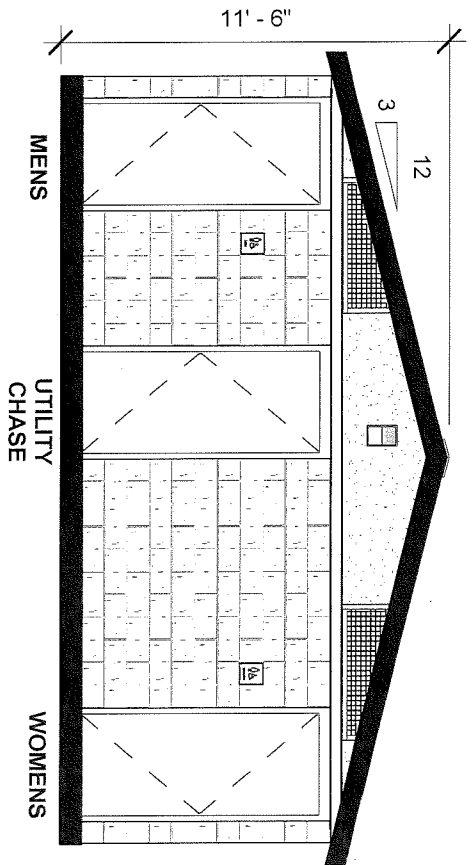
	Estimated Date	Activity
Project Start	September 2013	Preliminary funding approval by David S. Lynch Trustees for new restrooms at Lynch Park
	October 2013 - present	Review designs for prefabricated restrooms and receive quotes
Project Milestone	January 2014	Discussions with Mayor Cahill to move forward with restroom project at Lynch Park
	June 2014	Create RFP to solicit bids for new restrooms from vendors
50% Completion	July 2014	Select vendor and final design for restrooms
	September 2014	Begin demolition and prep work for new restroom building
Project Milestone	October 2014	Delivery and installation of new restroom building
	October 2014	CPC funding announcements
Project Completion	November 1, 2014	Completed installation of new restroom building and landscaping around building

Please Note: If the project is approved, the applicant must agree to and sign a Memorandum of Understanding (MOU). Funds will be disbursed based on the conditions of the MOU executed as part of the project award.

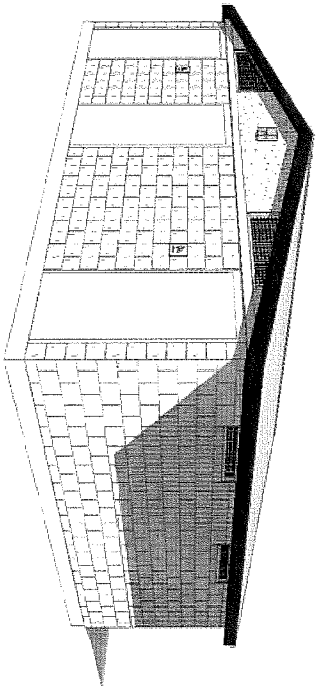
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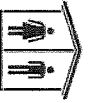
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3 FRONT ELEVATION
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2 PERSPECTIVE
3/16" = 1'-0"



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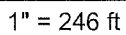
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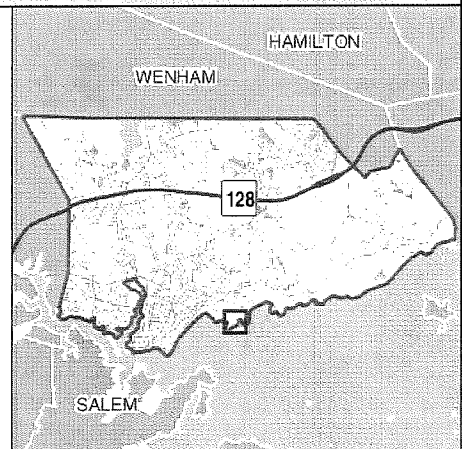
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SAMPLE OF POTENTIAL RESTROOMS @ LYNCH PARK



The City makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated February 7, 2014

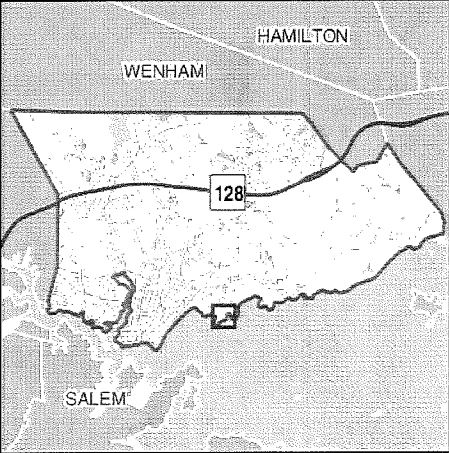




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Parcels updated February 7, 2014





CITY of BEVERLY
PARKS & RECREATION COMMISSION

*55 Ober Street
David S. Lynch Park
Beverly, Massachusetts 01915
Phone (978) 921-6067
Fax (978) 927-1386*

Mayor

Michael P. Cahill

Director

Bruce M. Doig

Chairman

Mark Casey

Members:

William Lowd, John Aucone

Henry Pizzo, Tracey Geary

Ezra Holland, Jan Jefgood

Nancy Marino, Dorothy Bolas

Ms. Wendy Pearl
Community Preservation Committee
Planning Department
191 Cabot Street, City Hall
Beverly, MA 01915

Dear Ms. Pearl:

The Beverly Parks & Recreation Commission has been discussing potential projects for Community Preservation Act funding since Beverly citizens voted to approve this funding source. We have discussed many projects and have recently prioritized the list of projects to be submitted for CPA funding. This prioritized list of projects includes:

- City purchase of Camp Paradise (currently owned by the Girls Scouts of Eastern Massachusetts)
- Replacement of the restrooms at Lynch Park
- Renovation of the Dane Street bathhouse to include new bathrooms, storage space and food service area
- Creation of a new playground structure and spray park at Lynch Park

We feel that all of these projects will greatly enhance the recreational opportunities available at these locations for thousands of Beverly citizens and non-residents. These projects will improve the accessibility to all of these resources for users of all ages and abilities.

We strongly support all of these projects and look forward to working with the Recreation Department and the City of Beverly to complete all of these projects. Thank you very much for your consideration of these projects for CPA funding. Your hard work is greatly appreciated.

Sincerely,

Mark Casey
Chairman